

### **Administrative Director:**

Is responsible for the day-to-day operations of the Administration Department. This position will supervise the Fiscal, Human Resources, IT, and Compliance departments. The ideal candidate will serve as the organization's representative at local, regional, and national levels, in addition to working with the Executive Committee and the Board of Directors regarding short and long-range plans. **MBA** or **MPH** required from an accredited university with a minimum of five (5) years of increasingly responsible managerial experience in a health service agency. Email resume packet to [jobs@nvih.org](mailto:jobs@nvih.org), or fax to 530-896-9404. Northern Valley Indian Health, 845 W. East Avenue, Chico, CA 95926.

Located in beautiful northern California, just 90 miles north of Sacramento, we have easy access to Lake Tahoe, San Francisco, Lake Almanor, and Reno. Northern Valley Indian Health offers medical, dental, behavioral health, and community health services to a robust medical community with an unfilled demand for health care services. NVIH currently operates three (3) clinics, employs 85 employees, and offers a competitive salary and benefit package.